

**APPROVED**

**DONNER SUMMIT PUBLIC UTILITY DISTRICT  
P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728  
TELEPHONE (530) 426-3456 – FAX (530) 426-3460**

**Minutes of the Special Meeting of the Board of Directors  
Held: January 14, 2014**

**STAFF PRESENT:** Tom Skjelstad, General Manager; Jim King, Plant Manager;  
Julie Bartolini, Office Manager

**OTHERS PRESENT:** Geoffrey O. Evers, General Counsel by telephone from 641  
Fulton Avenue #200, Sacramento CA 95825; Mike Gibson,  
Gibson & company Inc.; Joe Julio, Gibson & Company Inc.

**1. Call to Order**

The Special Meeting of January 14, 2014 of the Donner Summit Public Utility District Board of Directors was called to order at 6:13 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

**2. Roll Call**

Cathy Preis, President	- Present
Sara Schrichte, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Alex Medveczky	- Present

**3. Clear the Agenda**

No changes

**4. Public Participation**

None

**5. Consent Calendar:**

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board requests an item to be removed from the Consent Calendar for a separate action. Any items removed will be considered after the motion to approve the Consent Calendar.

- A. Cash Disbursements – General, Month of November--\$1,502,507.18 and December 2013 -- \$948,864.95**
- B. Cash Disbursements – Payroll, Month of November \$56,552.57 and December 2013--\$61,205.20**
- C. Regular Meeting Minutes of November 19, 2013**

**Motion: Accept the Consent Calendar**  
By: Bob Sherwood  
Second: Sara Schrichte  
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain,  
**Motion Carries**

**Financial Statements for the Fiscal Year 2012/13-** the District's annual independent auditor's report. A representative of Gibson & Company, Inc., will be present to review the report. Discussion and possible action. Mike Gibson reviewed the financial Statement for the fiscal year ending June 30, 2013 in detail.

**Motion: Accept the Audit for the Fiscal Year Ending June 30, 2013**  
By: Bob Sherwood  
Second: Alex Medveczky  
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain  
**Motion Carries**

**6. Department Reports**

**A. Administration: Tom Skjelstad, General Manager**

- 1. Stantec Monthly Construction Report for the Months of November and December 2013-** Reported.
- 2. Syblon Reid Progress Payment Request #14 and 15 and DSPUD Disbursement Request #15 and 16-** Syblon's payment request for work performed and/or products purchased for the periods of November 1, 2013 to November 30, 2013 and December 1, 2013 to December 31, 2013 and DSPUD Disbursement Request #15 and #16. Reported.
- 3. DSPUD Wastewater Facilities Upgrade and Expansion Project Electrical Change Orders-** A proposal from Stantec offering a credit back to the District for certain electrical change orders. Reported. Tom Skjelstad stated the staff would like to further review the cost analysis of the peer review comments and report back at the February Board of Directors meeting.
- 4. Result of Subcontractor Substitution Hearing-** Report from the Substitution Hearing held on December 6, 2013. The Hearing Officers upheld Syblon Reid's request to substitute subcontractor SteelTech Roofing with subcontractor Kodiak Roofing. Reported.

**B. Sewer and Water Department – Jim King, Chief Plant Operator**

- 1. Waste Water Flow Data – for November and December-** Reported.
- 2. Fresh Water Flow Data – for November and December-** Reported.

**3. Operations and Maintenance Summary** – activities during the month of November and December Jim King reported the following:

**Operations WWTP**

- ◆ Began discharging to the river on 11/4/2013.
- ◆ During the months of Nov. and Dec. we discharged a total of 10.45 MG.

**Operations Water Plant**

- ◆ Shut off the water at the following locations due to water leaks, 21109 Donner Pass Rd., 21095 Castle Dr. and condo #2 at Boreal.
- ◆ Located the water service at the Snow White apartments in Sugar Bowl.
- ◆ Assisted Oakland Ski Club with a temporary water hookup due to the failure of their spring.

**Repairs and Maintenance WWTP**

- ◆ Assisted Telstar with the annual flow meter calibrations.
- ◆ Replaced the water heater in the lab building.
- ◆ Performed 100hr service on the loader.
- ◆ Serviced Emergency Storage and River Diversion gates.
- ◆ Installed snow tracks on the UTV.
- ◆ Performed annual service on all outlying standby generators.

**Repairs and Maintenance WTP**

- ◆ Conducted the annual inspection of the filter at the fresh water plant and added anthracite coal.
- ◆ Repaired water leak at Big Bend.

**C. Monthly Safety Committee Meeting Minutes, Month of November and December**

**Motion: Accept the Safety Committee Meeting Minutes for November and December**

By: Bob Sherwood

Second: Phil Gamick

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

7. **President's Report: None**
8. **Committee Reports: None**
9. **Resolutions: None**
10. **Correspondence: None**

**11. Closed Session: None**

**12. Informational** In accordance with Government Code Section 54954.2(a), Directors may make brief announcements or brief reports on their own activities (concerning the District). They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. None

**13. Adjournment**

**Motion: Adjourn Meeting at 6:55 p.m.**

By: Bob Sherwood

Second: Alex Medveczky

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

Schedule of Upcoming Meetings

Regular Meeting - February 18, 2014

Regular Meeting - March 18, 2014

Regular Meeting - April 15, 2014

The wording in these minutes are as reread from the notes by the Clerk of the Board.

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant